



Alberni-Clayoquot Regional Hospital District

BOARD OF DIRECTORS MEETING

WEDNESDAY, APRIL 13, 2016

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

AGENDA

	PAGE #
1. <u>CALL TO ORDER</u> <i>(immediately following the ACRD Board Meeting)</i>	
Recognition of Traditional Territories.	
2. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
3. <u>ADOPTION OF MINUTES</u>	
a. Board of Directors Meeting -March 9, 2016	3-5
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on March 9, 2016 be adopted.</i>	
4. <u>PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)</u>	
5. <u>CORRESPONDENCE FOR ACTION</u>	
6. <u>CORRESPONDENCE FOR INFORMATION</u>	
7. <u>REQUEST FOR DECISIONS & BYLAWS</u>	
a. Request for Decision	6-7
Finance Warrant No. 486	
<i>THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approves Finance Warrant Number 486 in the amount of \$123,440.07 dated March 31, 2016.</i>	
8. <u>REPORTS</u>	
a. Bamfield Health Centre – K. Wyton	
b. Alberni-Clayoquot Continuing Care Society – J. McNabb	
c. Island Health Capital Planning Committee – P. Cote	

- d. West Coast Native Health Care Society – P. Cote
- e. Tofino General Hospital – J. Osborne/D. St. Jacques
- f. Alberni-Clayoquot Health Network – P. Cote/M. Ruttan
- g. Other Reports

THAT the Regional Hospital Board of Directors receives reports a-g.

9. UNFINISHED BUSINESS

10. LATE BUSINESS

11. QUESTION PERIOD

12. ADJOURN



Alberni-Clayoquot Regional Hospital District

MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, MARCH 9, 2016

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS

PRESENT:

Penny Cote, Chairperson, Electoral Area "D" (Sproat Lake)
Josie Osborne, Vice-Chair, Mayor, District of Tofino
Keith Wyton, Electoral Area "A" (Bamfield)
Mike Kokura, Electoral Area "B" (Beaufort)
Tony Bennett, Electoral Area "C" (Long Beach)
John McNabb, Electoral Area "E" (Beaver Creek)
Lucas Banton, Electoral Area "F" (Cherry Creek)
John Jack, Councillor, Huu-ay-aht First Nation
Jack McLeman, Councillor, City of Port Alberni
Mike Ruttan, Mayor, City of Port Alberni
Dianne St. Jacques, Mayor, District of Ucluelet
Alan McCarthy, Member of Legislature, Yuułu?if?ath Government
Wilfred Cootes, Councillor, Uchucklesaht Tribe Government - via teleconference

STAFF PRESENT:

Russell Dyson, Chief Administrative Officer
Andrew McGifford, Acting Manager of Finance/Manager of Environmental Services
Mike Irg, Manager of Planning and Development
Shelli Lyle, Administrative Assistant

1. CALL TO ORDER

The Chairperson called the meeting to order at 2:51 pm.

The Chair recognized the meeting this afternoon is being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.

2. APPROVAL OF AGENDA

MOVED: Director Banton

SECONDED: Director Ruttan

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a. **Board of Directors Meeting – February 10, 2016**

MOVED: Director Banton
SECONDED: Director Jack

THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on February 10, 2016 be adopted.

CARRIED

4. PETITIONS, DELEGATIONS & PRESENTATIONS

5. CORRESPONDENCE FOR ACTION

6. CORRESPONDENCE FOR INFORMATION

7. REQUEST FOR DECISIONS & BYLAWS

a. Request for Decision regarding 2016 Annual Budget Number 120.

MOVED: Director Bennett
SECONDED: Director Ruttan

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors give second reading to Bylaw 120, cited as “Alberni-Clayoquot Regional Hospital District 2016 Annual Budget No. 120”.

CARRIED

MOVED: Director Kokura
SECONDED: Director Banton

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors give third reading to Bylaw 120, cited as “Alberni-Clayoquot Regional Hospital District 2016 Annual Budget No. 120”.

CARRIED

MOVED: Director St. Jacques
SECONDED: Director Jack

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors adopt Bylaw 120, cited as “Alberni-Clayoquot Regional Hospital District 2016 Annual Budget No. 120”.

CARRIED

8. REPORTS

a. Bamfield Health Centre – K. Wyton

Director Wyton Huu-ay-aht First Nation has purchased the land with the helipad and HFN has a verbal agreement with IH to use the lands.

b. Alberni-Clayoquot Continuing Care Society – J. McNabb

Director McNabb reported attending the February meeting where discussions were held regarding the new bus, renovations for Fir Park and an opportunity to get two (2) extra beds funded at Echo Village.

c. IH Capital Planning Committee – P. Cote - No Report

d. West Coast Native Health Care Society – P. Cote - No Report

e. Tofino General Hospital – J. Osborne/D. St. Jacques - No Report

f. Alberni-Clayoquot Health Network – P. Cote/M. Ruttan

Chairperson Cote reported the Island Health Community Wellness grant will be directed to the AC Health Network.

g. Other Reports

MOVED: Director McLeman

SECONDED: Director McNabb

THAT the Regional Hospital Board of Directors receives reports a-g.

CARRIED

9. UNFINISHED BUSINESS

10. LATE BUSINESS

11. QUESTION PERIOD

12. ADJOURN

MOVED: Director Kokura

SECONDED: Director McNabb

THAT this meeting be adjourned at 3:04 pm.

CARRIED

Certified Correct:

Penny Cote,
Chairperson

Russell Dyson,
Chief Administrative Officer

REQUEST FOR DECISION

TO: Regional Hospital District Board of Directors
FROM: Andrew McGifford CPA, CGA, Acting Manager of Finance
DATE: April 13, 2016
RE: Finance Warrant No.486

Recommendation:

THAT the Alberni-Clayoquot Regional Hospital District Board of Directors approves Finance Warrant Number 486 in the amount of \$123,440.07 dated March 31, 2016.

Chief Administrative Officer Comments:

Concur

IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL

That the Regional Hospital District Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.

2. TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS – none

3. FINANCIAL – none

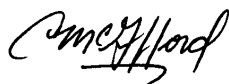
4. POLICY OR LEGISLATIVE – none

5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN

Improve financial controls by increasing the transparency of the Regional District's financial affairs.

6. COMMUNICATIONS ISSUES - none

Submitted by: Andrew McGifford, CPA CGA, Acting Manager of Finance



Alberni-Clayoquot Regional Hospital
Cheque Register - Detail - Supp.



AP5100 **Page : 1**
Date : Apr 08, 2016 **Time :** 10:06 am
Bank : 1 To 1
Status : All
Medium :
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier : 0050 To 912
Trans. Date : 01-Mar-2016 To 31-Mar-2016
Cheque Date : 01-Mar-2016 To 31-Mar-2016
Cheque No. : All
Batch No. : All

Supplier	Supplier Name						
Chq/Ref #	Cheque Date	Status	Batch	Medium	Debit	Credit	
Invoice No.	Account No.	Account Description				Amount	
1850	VANCOUVER ISLAND HEALTH AUTHORITY						
1027	13-Mar-2016	Issued	4	C		123440.07	
JAN14/16	01-4-6030-000	ACCOUNTS PAYABLE			10958.48		
Invoice Description --> P-550, P-551, P-552, P-553							
FEB15/16	01-4-6030-000	ACCOUNTS PAYABLE			13316.62		
Invoice Description --> P-642, P-643, P-644, P-645							
MAR10/16	01-4-6030-000	ACCOUNTS PAYABLE			99164.97		
Invoice Description --> P-712, P-713, P-714, P-715, P-716							
Total :					123440.07	0.00	123440.07
Supplier Total :					123440.07	0.00	123440.07

Total Computer Paid :	<u>123,440.07</u>	Total EFT PAP :	<u>0.00</u>	Total Paid :	<u>123,440.07</u>
Total Manually Paid :	<u>0.00</u>	Total EFT File Transfer :	<u>0.00</u>		